

Agenda Committee on Court Forms

Administrative Office of the Courts / Scott M. Matheson Courthouse
450 South State Street

July 13, 2020 / 12:00 to 2:00 p.m.
Virtual Meeting

1. Welcome and approval of June meeting minutes	Randy Dryer
2. OCAP update	Clayson Quigley
3. Subpoenas The committee discussed these forms at the December 2019 meeting and voted to ask the Judicial Council about the policy question. The Management Committee decided that all supporting documents should continue to be served with the subpoena. The forms are now ready for the committee's consideration. <ul style="list-style-type: none"> • Subpoena • Notice to persons served with a subpoena • Objection to subpoena • Declaration of compliance with subpoena • Application for subpoena under the Utah Uniform Interstate Depositions and Discovery Act • Notice of deposition and request for subpoena in case pending out of state 	Brent Johnson
4. Motion for temporary order – with children OCAP has asked us to consider changing “minor child” to “child,” in order to include unborn and adult disabled children. Proposed changes are highlighted. <ul style="list-style-type: none"> • Motion for temporary order – with children • Order on motion for temporary order – with children 	Nathanael Player
5. Adult name change <ul style="list-style-type: none"> • Petition for name change • Department of Corrections certification regarding Sex and Kidnap Offender and Child Abuse Offender Registries – Adult • Order on petition for name change • Notice of hearing on petition for name change 	Nathanael Player
6. Adjourn	Randy Dryer

Meeting Dates

August 10
September 14

October 5 or 19
November 9

December 14

MINUTES
Utah Judicial Council
Committee on Court Forms
 Administrative Office of the Courts

WebEx Video Conferencing
 June 8, 2020
 12 - 2 pm

MEMBERS: **PRESENT** **EXCUSED**

Randy Dryer, <i>Chair</i>	•	
Amber Alleman	•	
Cyndie Bayles		•
Judge Randy Birch		•
Guy Galli	•	
Judge Elizabeth Lindsley	•	
Kara Mann	•	
Comm. Russell Minas		•
Nathanael Player	•	
Clayson Quigley	•	
Stewart Ralphs	•	
Judge James Taylor	•	
Jessica Van Buren	•	
Mary Westby	•	

Guest:
None

Staff:
Brent Johnson
Minhvan Brimhall

I. WELCOME AND APPROVAL OF MINUTES:

Mr. Dryer welcomed the committee members to the meeting. The Committee considered the minutes from the May 11 meeting. No revision was made to the minutes. Judge Taylor moved to approve the full minutes. Judge Lindsley seconded the motion. The motion unanimously passed.

II. OCAP UPDATE:

Mr. Quigley reported that OCAP is moving forward with priority legislative changes. They are working to get the Order to Show Cause forms up and running, as well as finalizing updates to the divorce interview. The changes are on track for a July 1 completion date and are looking to have everything done before Wayne Riches last day.

III. COHABITANT ABUSE (HB 403, EFFECTIVE JULY 1):

The committee was unable to start review of the completely revised cohabitant abuse protective order forms during the last meeting. The Stylistics Committee presents the following “band aid” changes to the existing forms to ensure they comply with the statutory changes which go into effect on July 1. The committee will consider the complete revision of the cohabitant protective order forms at a later meeting.

Request for protective order:

The committee discussed and made several recommendations for language change throughout the form to mirror statutory changes of HB 403.

Following further discussions, Mr. Player moved to approve the request for protective order form as amended. Ms. Mann seconded the motion. The motion unanimously passed.

Temporary protective order:

The order mostly incorporate statutory changes previously discussed in the request for protective order. The committee updated the statutory citation and clarified language from HB 403.

With no further discussions, Mr. Player moved to approve the form as amended. Judge Lindsley seconded the motion. The motion unanimously passed.

Order extending temporary protective order:

The order clarifies the relationship to the petitioner and corrects any previous errors on the form. No additional changes were made to the form.

With no further discussions, Judge Lindsley moved to approve the form as amended. Mr. Player seconded the motion. The motion unanimously passed.

Protective Order:

The order has been revised to include language that is consistent with statutory changes. The committee discussed and made additional recommendations for minor language changes in the order.

With no further discussions, Mr. Player moved to approve the order as amended. Mr. Ralphs seconded the motion. The motion unanimously passed.

Modified temporary protective order:

The committee reviewed and discussed the form. The committee recommended similar modifications as in the protective order form.

With no further discussions, Mr. Player moved to approve the order as amended. Mr. Quigley seconded the motion. The motion unanimously passed.

Modified protective order:

The committee reviewed and discussed the form. The committee recommended similar modifications as in the temporary protective order form.

With no further discussions, Mr. Player moved to approve the order as amended. Mr. Ralphs seconded the motion. The motion unanimously passed.

IV. CRIMINAL PROTECTIVE ORDERS :

HB 403 legislation added a requirement that the court produce forms for criminal protective orders and criminal stalking injunctions.

Pretrial protective order:

This form is used before the adjudication of a case.

Following further discussions, the committee recommended that a group convene to review the form for additional modification and review by general counsel.

Sentencing protective order:

The committee reviewed and discussed the form. The committee recommended minor language changes. The committee also recommended adding a signature line for the defendant, after the notification to the defendant.

With no further discussion, Mr. Player moved to approve the form with the recommended modifications. Judge Taylor seconded the motion. The motion unanimously passed.

Continuous protective order:

The committee reviewed and discussed the form. The committee recommended the same modifications as in the sentencing protective order form.

With no further discussion, Mr. Player moved to approve the form amended. Mr. Ralphs seconded the motion. The motion unanimously passed.

V. PERMANENT CRIMINAL STALKING INJUNCTION:

HB 403 requires creation of a permanent criminal stalking injunction form that will codify section 78B-7-902. The Stylistics Committee has reviewed the form to ensure that the form accurately reflects all mandatory statutes from the bill. The form will need to be reviewed by general counsel prior to final vote by committee members.

Following further discussions, Mr. Player moved to approve the form subject to review and approval by Mr. Johnson. Mr. Ralphs seconded the motion. The motion passed. Mr. Player will circulate the form to committee members for vote via email once approved by Mr. Johnson.

VI. SUBPOENAS:

Due to lack of time, this item will be reviewed at a future meeting.

VII. JUVENILE COURT DECLARATION OF FINANCIAL STATUS:

The Forms Committee has previously approved these forms. The Board of Juvenile judges approved a 2-page version of the form. The committee previously decided to have the form translated into Spanish, but this means the form would be much longer than 2 pages.

After some discussion, the committee decided to have two versions of the form. One in English exclusively, the other in English and Spanish, with the Spanish translation immediately following the English.

Following further discussion and minor language changes, Judge Lindsley moved to approve the forms, having one version in English and a second version in English and Spanish. Ms. Mann seconded the motion. The motion passes.

VIII. PETITION TO MODIFY DIVORCE DECREE:

Due to lack of time, this item will be reviewed at a future meeting.

IX. ADJOURN:

With no further items for discussion, the meeting adjourned without a motion. The meeting adjourned at 1:55 pm. The next meeting will be July 13, 2020, from noon to 2 pm via WebEx video conferencing.

Forms Status Summary

List of forms approved for LPP use: www.utcourts.gov/forms/lpp/

Approved forms

Form Name	Approved Date	Approved By
Abstract of judgment	May 21, 2018	Judicial Council
Acceptance of service	January 22, 2018	Judicial Council
Adult adoption	September 19, 2017	Forms Committee
Affidavit with exhibit(s)	May 21, 2018	Judicial Council
Answer	December 18, 2017	Judicial Council
Application for temporary restraining order and Order on application for temporary restraining order	April 22, 2019	Judicial Council
Certificate of service	January 22, 2018	Judicial Council
Certification of readiness for trial	July 18, 2019	Judicial Council
Certification of readiness for trial – probate case	February 10, 2020	Forms Committee
Child support worksheets <ul style="list-style-type: none"> • Joint Physical Custody Worksheet and Instructions • Sole Custody Worksheet and Instructions • Split Custody Worksheet and Instructions • Children in the Father's Home Worksheet and Instructions • Children in the Mother's Home Worksheet and Instructions 	November 25, 2019	Judicial Council
Conditionally approved interpreter appointment order	June 19, 2018	Forms Committee
Consent to email service	January 22, 2018	Judicial Council
Counter motion	May 21, 2018	Judicial Council
Counterclaim	December 18, 2017	Judicial Council
Debt collection answer	December 18, 2017	Judicial Council
Declaration of financial status	September 9, 2019	Forms Committee
Declaration of inmate filing	November 13, 2017	Forms Committee
Declaration of jurisdiction and grounds for divorce	July 18, 2019	Judicial Council
Declaration of other parent's earnings	January 27, 2020	Judicial Council
Default judgment <ul style="list-style-type: none"> • Default certificate • Motion for default judgment 	November 25, 2019 January 27, 2020	Judicial Council

Form Name	Approved Date	Approved By
<ul style="list-style-type: none"> • Military service declaration • Military service order • Notice of Judgment 	(notice of judgment)	
Domestic relations injunction	April 22, 2019	Judicial Council
Eviction forms used in OCAP <ul style="list-style-type: none"> • Three day notice to pay or to vacate • Three day notice to comply with lease or vacate • Three day notice to vacate for criminal nuisance • Three day notice to vacate for nuisance • Three day notice to vacate for assigning or subletting contrary to rental contract • Three day notice to vacate for committing waste on premises • Three day notice to vacate for engaging in unlawful business on or in the premises • Three day notice to vacate for lease violation which cannot be brought into compliance • Three day notice to vacate for committing criminal act on the premises • Fifteen day notice to vacate • Five day notice to a tenant at will • Complaint for Unlawful Detainer (Eviction) • Order of Restitution • Affidavit of Damages • Judgment for Plaintiff for Unlawful Detainer • Judgment for Defendant for Unlawful Detainer • Request for Hearing on Enforcement of Order of Restitution • Tenant Answer and Counterclaim • Motion to Set Amount of Counter Bond • Notice of Possession Bond • Order setting amount of possession bond • Request for Possession Bond hearing • Tenant Counter Bond Property • Order Setting Amount of Counterbond • Motion to Release Possession Bond • Order to Release Possession Bond 	December 18, 2017	Judicial Council
Eviction forms used in OCAP (additional) <ul style="list-style-type: none"> • Request for occupancy hearing • Notice of occupancy hearing • Ex parte motion for order of restitution 	January 28, 2019	Judicial Council
Exhibit summary	May 21, 2018	Judicial Council

Form Name	Approved Date	Approved By
Fee waiver – district and justice court <ul style="list-style-type: none"> • Motion to waive fees and statement supporting motion • Order on motion to waive fees • Order on motion to waive fees (inmates) • Memorandum 	June 24, 2019	Judicial Council
Financial declaration Certificate of service of financial declaration	February 25, 2019	Judicial Council
Income verification and compliance with child support guidelines	July 18, 2019	Judicial Council
Informal probate	July 17, 2017	Forms Committee
Initial disclosures	May 21, 2018	Judicial Council
Judgment information statement	May 21, 2018	Judicial Council
Military parenting plan	January 28, 2019	Judicial Council
Memorandum opposing motion	April 16, 2018	Judicial Council
Motion for alternative service	February 26, 2018	Judicial Council
Motion for genetic testing	December 17, 2018	Judicial Council
Motion for leave to amend	July 18, 2019	Judicial Council
Motion for summary judgment to declare non-parentage after genetic testing Order granting motion for summary judgment on non-parentage	January 28, 2019	Judicial Council
Motion for temporary orders (domestic)	December 18, 2017	Judicial Council
Motion for temporary orders due to deployment (domestic)	January 28, 2019	Judicial Council
Motion forms	April 16, 2018	Judicial Council
Motion – juvenile court	August 13, 2018	Forms Committee
Motion to adjust child support <ul style="list-style-type: none"> • Motion or stipulated motion to modify child support • Order on motion to modify child support 	January 27, 2020	Judicial Council
Motion to appear remotely	June 11, 2018	Judicial Council
Motion to appoint parent coordinator	August 17, 2018	Judicial Council
Motion to change venue	June 11, 2018	Judicial Council
Motion to continue	June 11, 2018	Judicial Council
Motion to correct clerical mistake	December 18, 2017	Judicial Council
Motion to decide divorce and reserve other issues	February 25, 2019	Judicial Council

Form Name	Approved Date	Approved By
(bifurcate divorce)		
Motion to delay enforcement of judgment and order on motion	June 24, 2019	Judicial Council
Motion to excuse mediation	April 16, 2018	Judicial Council
Motion to remove link between personal identifying information and dismissed criminal case	June 11, 2018	Forms Committee
Motion to renew judgment	May 21, 2018	Judicial Council
Motion to set aside default or judgment	June 24, 2019	Judicial Council
Motion to vacate dismissal and reinstate case	June 11, 2018	Judicial Council
Motion to waive divorce education requirement	April 16, 2018	Judicial Council
Motion to waive divorce waiting period	August 17, 2018	Judicial Council
Nonpublic information: parent, minor and safeguarded address	April 16, 2018	Judicial Council
Notice of appearance or appointment of counsel	May 21, 2018	Judicial Council
Notice of disclosure requirements in domestic cases	February 25, 2019	Judicial Council
Notice of dismissal / Motion to voluntarily dismiss case	August 17, 2018	Judicial Council
Notice of divorce education requirement	April 16, 2018	Judicial Council
Notice of hearing (motion)	April 16, 2018	Judicial Council
Notice of relocation and Motion for orders regarding relocation	June 11, 2018	Judicial Council
Notice of withdrawal of counsel	May 21, 2018	Judicial Council
Notice to appear personally or to appoint counsel	May 21, 2018	Judicial Council
Notice to defendant of disclosure in unlawful detainer actions	February 25, 2019	Judicial Council
Objection to commissioner's recommendation	December 18, 2017	Judicial Council
Objection to form of order	December 18, 2017	Judicial Council
Objection to minor guardianship or conservatorship	February 10, 2020	Forms Committee
OCAP clauses – divorce and custody cases	May 20, 2019	Judicial Council
OCAP clauses – temporary separation	February 24, 2020	Judicial Council
Order on motion for inquiry into competency (juvenile court)	August 12, 2019	Forms Committee
Order on request to excuse respondent from hearing (guardianship)	December 10, 2018	Forms Committee
Order to show cause – domestic cases <ul style="list-style-type: none"> • Motion for order to show cause 	May 18, 2020	Judicial Council

Form Name	Approved Date	Approved By
<ul style="list-style-type: none"> • Order to show cause • Order to show cause – 5th district • Order on order to show cause • Request for contempt hearing 		
Parenting plan	May 21, 2018	Judicial Council
Petition for authorization to marry and Order on petition for authorization to marry (juvenile court)	November 25, 2019	Judicial Council
Petition for essential treatment	October 17, 2017	Forms Committee
Petition to modify child support <ul style="list-style-type: none"> • Petition and stipulation to modify child support • Findings of fact and conclusions of law on petition to modify child support • Order on petition to modify child support 	January 27, 2020	Judicial Council
Petition to modify child support, child custody, and parent-time <ul style="list-style-type: none"> • Petition and stipulation to modify child support, child custody, and parent-time • Findings of fact and conclusions of law on petition to modify child support, child custody, and parent-time • Order on petition to modify child support, child custody, and parent-time • Notice of modification 	December 16, 2019 January 27, 2020 (notice of modification)	Judicial Council
Petition to modify parent-time <ul style="list-style-type: none"> • Petition and stipulation to modify parent-time • Findings of fact and conclusions of law on petition to modify parent-time • Order on petition to modify parent-time 	April 27, 2020	Judicial Council
Proof of service	February 26, 2018	Judicial Council
Reply memorandum supporting motion	April 16, 2018	Judicial Council
Registering foreign order <ul style="list-style-type: none"> • Request to register foreign child custody, parent-time, support or income withholding order • Notice of registration of foreign order • Request for hearing on request to register foreign order • Order on confirmation of foreign order • Notice of confirmation of foreign order 	September 10, 2019 (request) January 27, 2020 (all other forms)	Judicial Council
Request to join the Office of Recovery Services	April 27, 2020	Judicial Council
Request to submit – probate case	February 10, 2020	Forms Committee
Request to submit (motion)	April 16, 2018	Judicial Council

Form Name	Approved Date	Approved By
Request to submit (motion) – juvenile court	August 13, 2018	Forms Committee
Satisfaction of Judgment <ul style="list-style-type: none"> • Acknowledgement of satisfaction of judgment • Debtor's motion to declare the judgment satisfied • Findings of fact, conclusions of law and order on debtor's motion to declare judgment satisfied • Certificate of satisfaction of judgment 	May 21, 2018	Judicial Council
Sexual violence protective order <ul style="list-style-type: none"> • Request • Temporary order • Order 	May 13, 2019	Forms Committee
Sexual violence protective order <ul style="list-style-type: none"> • Request to extend sexual violence protective order • Order granting request to extend sexual violence protective order • Order denying request to extend sexual violence protective order 	December 9, 2019	Forms Committee
Small Claims <ul style="list-style-type: none"> • Small claims complaint • Small claims summons and notice of trial • Small claims counter complaint and notice to plaintiff • Small claims judgment • Small claims notice of appeal 	April 27, 2020	Judicial Council
Statement supporting motion	April 16, 2018	Judicial Council
Stipulated motion	April 16, 2018	Judicial Council
Stipulation of voluntary dismissal	December 17, 2018	Judicial Council
Stipulation to enter order (motion)	April 16, 2018	Judicial Council
Substitution of counsel	May 21, 2018	Judicial Council
Summons	January 22, 2018	Judicial Council
Supplemental proceedings	April 16, 2018	Judicial Council
Ten day summons	April 27, 2020	Judicial Council
Trial issues Trial issues – domestic cases	July 18, 2019	Judicial Council
Writ of assistance to remove children	April 22, 2019	Judicial Council

Form Name	Approved Date	Approved By
Writ of execution packet	May 21, 2018	Judicial Council
Writ of garnishment packet	May 21, 2018	Judicial Council

Pending Judicial Council Consideration

Pending Forms Committee Consideration

- Subpoena forms
 - Subpoena
 - Notice to persons served with a subpoena
 - Objection to subpoena
 - Declaration of compliance with subpoena
 - Application for subpoena under the Utah Uniform Interstate Depositions and Discovery Act
 - Notice of deposition and request for subpoena in case pending out of state
- Settlement agreement – debt collection (representatives from LPP and ODR committees invited to meeting)
- Settlement agreement – eviction

Pending Stylistics Subcommittee Consideration

- Cohabitant protective orders
- Civil stalking injunctions
- Cover sheets – district, probate, and juvenile court
- Motion to waive fees – appellate and juvenile
- Petition to register administrative support order
- Divorce answer (including affirmative defenses)
- Petition for order of adjudication of paternity (not custody or support)
- Minor name change
- Adult name change
- Voluntary relinquishment of parental rights

Pending Family Law Subcommittee Consideration

- Child protective orders
- Judicial recognition of relationship as marriage packet
- Dating violence protective orders
- Sexual violence protective orders
- Temporary delegation of parental authority
- Petition for order establishing fact of birth

- Annulment

Queue

- Step-parent adoption packet
- Open adoption record
- Emancipation of a minor
- Guardianship of a minor
- Guardianship of an adult
- Conservatorship of a minor
- Conservatorship of an adult
- Petition for registration of adoption order from foreign country
- Motion to intervene in an adoption case
- Order assigning court visitor to report on the guardian's and protected person's whereabouts
- Order assigning court visitor to report on an audit of court records
- Motion to intervene in adoption case
- Statement of defendant in support of guilty plea (English and Spanish)
- Defendant's motion to release bail
- Motion to classify record and names as private (eviction)

Other

- Declaration supporting default judgment for use in all debt collection cases – Judge Lawrence to continue working with debt collection bar.

Name

Address

City, State, Zip

Phone

Email

Check your email. You will receive information and documents at this email address.

I am ☐ Plaintiff/Petitioner ☐ Defendant/Respondent
☐ Plaintiff/Petitioner's Attorney ☐ Defendant/Respondent's Attorney (Utah Bar #:_____)
☐ Plaintiff/Petitioner's Licensed Paralegal Practitioner
☐ Defendant/Respondent's Licensed Paralegal Practitioner (Utah Bar #:_____)

In the ☐ District ☐ Justice Court of Utah

_____ Judicial District _____ County

Court Address _____

<p>_____ Plaintiff/Petitioner</p> <p>v.</p> <p>_____ Defendant/Respondent</p>	<p>Subpoena (Utah Rule of Civil Procedure 30 and 45)</p> <p>_____ Case Number</p> <p>_____ Judge</p> <p>_____ Commissioner</p>
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The following records and forms must be attached to this Subpoena and served with it.

- Notice to Persons Served with a Subpoena.
- Objection to Subpoena.
- Declaration of Compliance with Subpoena.
- Witness fee.
- Application for Subpoena under the Utah Uniform Interstate Depositions and Discovery Act with attachments (for cases from states in which the Uniform Act applies).
- Notice of Deposition and Request for Subpoena in Case Pending Out of State (for cases from states in which the Uniform Act does not apply).

Serve all of these documents by one of the methods described in Utah Rule of Civil Procedure 4(d).

To:

Name and Address

Name and Address

1. ☐ You must appear at:

Address (Dirección):

Date (Fecha): _____ Time (Hora): _____ ☐ a.m. ☐ p.m.

Room (Sala): _____

To: (Choose all that apply.)

☐ testify at a trial or hearing.

Interpretation. If you do not speak or understand English, the court will provide an interpreter. Contact court staff immediately to ask for an interpreter.

Interpretación. Si usted no habla ni entiende el Inglés el tribunal le proveeré un intérprete. Contacte a un empleado del tribunal inmediatamente para pedir un intérprete.

ADA Accommodation. If you need an accommodation, including an ASL interpreter, contact court staff immediately to ask for an accommodation.

Adaptación o Arreglo en Caso de Discapacidad. Si usted requiere una adaptación o arreglo, que incluye un intérprete de la lengua de signos americana, contacte a un empleado del tribunal inmediatamente para pedir una adaptación.

☐ testify at a deposition.

☐ permit inspection of the following premises:

_____ (address)

☐ produce the following documents or tangible things:

2. ☐ You must copy the documents or electronically stored information listed below. You must mail or deliver the copies to the person at the address at the top of the first page of this Subpoena by: _____ (date).

3. The Notice to Persons Served with a Subpoena must be served with this Subpoena. The notice explains your rights and obligations.
4. ☐ This subpoena is for a deposition and is being served on a corporation, partnership, association or governmental agency. (Utah Rule of Civil Procedure 30). You must designate one or more persons who will be questioned on your behalf .

The questions will be about (describe):

5. ☐ This Subpoena includes the terms of the attached subpoena issued by _____ (state).

If you are representing yourself or you checked paragraph 5, only the court clerk may sign this subpoena.

_____	Signature ►
Date	Printed name of:
	Court Clerk <input type="checkbox"/> _____
	Attorney for
	Plaintiff/Petitioner <input type="checkbox"/> _____
	Defendant/Respondent <input type="checkbox"/> _____
	Licensed Paralegal Practitioner for
	Plaintiff/Petitioner <input type="checkbox"/> _____
	Defendant/Respondent <input type="checkbox"/> _____

Notice to Persons Served with a Subpoena

A subpoena may require you to copy and mail documents, produce documents or tangible things, appear at a hearing, trial, or deposition, or allow inspection of a location.

A subpoena can be issued by the court clerk or by a licensed attorney. You must do what it says or file an objection. If you don't comply, you can be fined or go to jail.

You can find more information about subpoenas and forms you may need at:
www.utcourts.gov/resources/forms/subpoena/

1. If the subpoena requires you to **appear to at a trial, hearing, deposition, or for inspection of a place**, you must appear at the date, time, and place designated in the subpoena. You will be required to either answer questions under oath or allow inspection of a place.

For a deposition or inspection of premises, you can be commanded to appear in only the following counties:

- If you are a resident of Utah:
 - where you reside;
 - where you are employed;
 - where you transact business in person; or
 - where the court orders.
- If you are not a resident of Utah:
 - where you are served with the subpoena; or
 - where the court orders.

2. If the subpoena requires you to **copy documents or electronically stored information**, you must:

- organize the copies as you keep them in the ordinary course of business or organize and label them to correspond with the categories in the subpoena; and
- mail or deliver the copies and the Declaration of Compliance with the Subpoena to the attorney or party requesting the documents. You may need to modify the Declaration to fit your circumstances.

The party who requested the documents must pay the reasonable cost of copying the documents.

3. If the subpoena requires you to **produce documents or tangible things**, you must appear in person with the documents or tangible things so that they may be tested, copied, sampled, or inspected. You must:

- produce the documents or tangible things as you keep them in the ordinary course of business or organize and label them to correspond with the categories in the subpoena; and
- mail or deliver the Declaration of Compliance with the Subpoena to the requesting attorney or party.

The subpoena may require you to produce the documents at the trial, hearing, or deposition or to mail them to the issuing party or attorney.

The subpoena must be served on you at least 14 days before the date designated for compliance.

The party issuing the subpoena must pay the reasonable cost of copying and producing the documents or tangible things.

4. **Witness fee.** If the subpoena requires you to appear, a one-day witness fee must be served with the subpoena. A one-day witness fee is \$18.50 plus mileage. The witness fee for each subsequent day is \$49.00 plus mileage. Mileage is \$1.00 for each 4 miles you have to travel over 50 miles (one direction).

A subpoena issued on behalf of the United States or Utah does not have to include a witness fee and mileage.

5. **Objection to a subpoena.** You may object to all or part of the subpoena if :

- it does not give you a reasonable amount of time to comply.
- it creates an undue burden for you.
- it requires you to disclose privileged or other protected matter and no exception or waiver applies.
- it requires you to disclose a trade secret or other confidential research, development, or commercial information.
- it requires you to disclose an unretained expert's opinion or information not describing specific events or occurrences in dispute and resulting from the expert's study that was not made at the request of a party.
- you are a Utah resident and it requires you to appear at a deposition or to produce documents, electronic records or tangible things or to permit inspection of premises in a county:
 - in which you do not reside,
 - are not employed, or
 - do not transact business in person,
 unless the judge orders otherwise.

- you are not a Utah resident and it requires you to appear at a deposition or to produce documents, electronic records or tangible things or to permit inspection of premises in a county other than the county in which you were served, unless the judge orders otherwise.

You must comply with those parts of the subpoena to which you do not object.

6. **How to object.** To object to the subpoena, complete and serve the Objection to Subpoena on the party or attorney issuing the subpoena before the compliance date.

Once you have filed the objection, you do not have to comply with the subpoena unless ordered to do so by the court.

7. **Motion to compel.** If you serve an Objection to Subpoena on the party or attorney issuing the subpoena, they may file a motion asking the court to make you comply with the subpoena. They may also ask for a hearing on the motion.

If you do not agree with the motion, you can file a Memorandum Opposing the Motion. See the court's Motions web page for information and forms: www.utcourts.gov/howto/filing/motions/.

It is possible to ask the judge to order conditions for complying with the subpoena. Consider talking to an attorney to go over your options. See the Finding Legal Help web page for information about free and low cost ways to get legal help: www.utcourts.gov/howto/legalassist/.

8. **Organizations.** If the subpoena orders a corporation, partnership, association or governmental agency that is not a party to the suit to appear at a deposition, they must designate one or more persons to answer questions on their behalf. (Utah Rule of Civil Procedure 30).

Name

Address

City, State, Zip

Phone

Email

In the ☐ District ☐ Justice Court of Utah

_____ Judicial District _____ County

Court Address _____

Plaintiff/Petitioner

V.

Defendant/Respondent

Objection to Subpoena

(Utah Rule of Civil Procedure (e)(4))

Case Number

Judge

Commissioner (domestic cases)

I have been served with a subpoena in this case, and I object because the subpoena:

1. ☐ Does not give me a reasonable amount of time to comply (Explain).

2. ☐ Creates an undue burden for me (Explain).

3. ☐ Requires me to disclose privileged or other protected matter and no exception or waiver applies. (Describe the document or thing. Be specific.)

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4. ☐ Requires me to disclose a trade secret or other confidential research, development, or commercial information. (Describe the document or thing. Be specific.)
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5. ☐ Requires me to disclose an unretained expert's opinion or information not describing specific events or occurrences in dispute and resulting from the expert's study that was not made at the request of a party.
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-

6. ☐ Requires me, a resident of Utah, to:
- ☐ appear at a deposition;
 - ☐ produce documents, electronic records or tangible things; or
 - ☐ permit inspection of a premises
- in a county in which I do not reside, am not employed, and do not transact business in person.

7. ☐ Requires me, a non-resident of Utah, to:
- ☐ appear at a deposition;
 - ☐ produce documents, electronic records or tangible things; or
 - ☐ permit inspection of a premises

in a county other than the county in which I was served.

8. ☐ Other.
-
-

Person subject to subpoena

I declare under criminal penalty under the law of Utah that everything stated in this document is true.

Signed at _____ (city, and state or country).

Date

Signature ► _____
Printed Name _____

Attorney or Licensed Paralegal Practitioner of record (if applicable)

Date

Signature ► _____
Printed Name _____

Certificate of Service

I certify that I filed with the court and am serving a copy of this Objection to Subpoena on the following people.

Person's Name	Service Method	Service Address	Service Date
	<input type="checkbox"/> Mail <input type="checkbox"/> Hand Delivery <input type="checkbox"/> E-filed <input type="checkbox"/> Email <input type="checkbox"/> Left at business (With person in charge or in receptacle for deliveries.) <input type="checkbox"/> Left at home (With person of suitable age and discretion residing there.)		
	<input type="checkbox"/> Mail <input type="checkbox"/> Hand Delivery <input type="checkbox"/> E-filed <input type="checkbox"/> Email <input type="checkbox"/> Left at business (With person in charge or in receptacle for deliveries.) <input type="checkbox"/> Left at home (With person of suitable age and discretion residing there.)		
	<input type="checkbox"/> Mail <input type="checkbox"/> Hand Delivery <input type="checkbox"/> E-filed <input type="checkbox"/> Email <input type="checkbox"/> Left at business (With person in charge or in receptacle for deliveries.) <input type="checkbox"/> Left at home (With person of suitable age and discretion residing there.)		

Date

Signature ► _____
Printed Name _____

Name

Address

City, State, Zip

Phone

Email

In the ☐ District ☐ Justice Court of Utah

_____ Judicial District _____ County

Court Address _____

<p>_____ Plaintiff/Petitioner</p> <p>V.</p> <p>_____ Defendant/Respondent</p>	<p>Declaration of Compliance with Subpoena (Utah Rule of Civil Procedure 45(f))</p> <p>_____ Case Number</p> <p>_____ Judge</p> <p>_____ Commissioner (domestic cases)</p>
---	---

1. I have knowledge of the facts in this declaration.
2. The documents or tangible things copied or produced are a full and complete response to the subpoena.
3. The documents or tangible things are:
 - ☐ the originals.
 - ☐ true copies of the originals.
4. The reasonable cost of copying or producing the documents or tangible things is \$_____.

Custodian of the records

I declare under criminal penalty under the law of Utah that everything stated in this document is true.

Signed at _____ (city, and state or country).

_____	Signature ►	_____
Date	Printed Name	_____

Attorney or Licensed Paralegal Practitioner of record (if applicable)

_____	Signature ►	_____
Date	Printed Name	_____

Certificate of Service

I certify that I filed with the court and am serving a copy of this Declaration of Compliance with Subpoena on the following people.

Person's Name	Service Method	Service Address	Service Date
	<input type="checkbox"/> Mail <input type="checkbox"/> Hand Delivery <input type="checkbox"/> E-filed <input type="checkbox"/> Email <input type="checkbox"/> Left at business (With person in charge or in receptacle for deliveries.) <input type="checkbox"/> Left at home (With person of suitable age and discretion residing there.)		
	<input type="checkbox"/> Mail <input type="checkbox"/> Hand Delivery <input type="checkbox"/> E-filed <input type="checkbox"/> Email <input type="checkbox"/> Left at business (With person in charge or in receptacle for deliveries.) <input type="checkbox"/> Left at home (With person of suitable age and discretion residing there.)		
	<input type="checkbox"/> Mail <input type="checkbox"/> Hand Delivery <input type="checkbox"/> E-filed <input type="checkbox"/> Email <input type="checkbox"/> Left at business (With person in charge or in receptacle for deliveries.) <input type="checkbox"/> Left at home (With person of suitable age and discretion residing there.)		

Date

Signature ► _____
Printed Name _____

Name

Address

City, State, Zip

Phone

Email

Check your email. You will receive information and documents at this email address.

I am ☐ Plaintiff/Petitioner ☐ Defendant/Respondent
☐ Plaintiff/Petitioner's Attorney ☐ Defendant/Respondent's Attorney
(_____ (state) Bar #: _____)

In the District Court of Utah

_____ Judicial District _____ County

Court Address _____

<p>_____ Plaintiff/Petitioner</p> <p>v.</p> <p>_____ Defendant/Respondent</p>	<p>Application for Subpoena under the Utah Uniform Interstate Depositions and Discovery Act (Utah Code 78B-17-101 et seq.)</p> <p>_____ Case Number</p> <p>_____ Judge</p> <p>_____ Commissioner (domestic cases)</p>
---	--

You must attach the following records and forms if they are not already on file with the court.

- Proposed Utah subpoena and all required supporting records and forms.
- The foreign subpoena.
- The names, addresses and telephone numbers of all attorneys of record and of any self-represented party.

1. I request a subpoena from this court incorporating the terms of the foreign Subpoena issued by or on behalf of the court in which the action is pending.

2. This court is permitted to issue a Utah subpoena because I intend to conduct discovery in this judicial district.
3. The underlying case is pending in a court of record in a state that has enacted the Uniform Interstate Depositions and Discovery Act, or provisions substantially similar to the uniform act.
4. The foreign subpoena requires the person named to: (Choose all that apply)
☐ testify at a deposition.
☐ permit inspection of the premises specified in the foreign subpoena.
☐ produce documents or tangible things specified in the foreign subpoena.
5. The foreign subpoena is attached to this application.
6. The names, addresses and telephone numbers of all attorneys of record and of any self-represented party are attached to this application.

I declare under criminal penalty under the law of Utah that everything stated in this document is true.

Signed at _____ (city, and state or country).

_____	Signature ►	_____
Date	Printed Name	_____

Certificate of Service

I certify that I filed with the court and am serving a copy of this Application for Subpoena under the Utah Uniform Interstate Depositions and Discovery Act on the following people.

Person's Name	Service Method	Service Address	Service Date
	<input type="checkbox"/> Mail <input type="checkbox"/> Hand Delivery <input type="checkbox"/> E-filed <input type="checkbox"/> Email <input type="checkbox"/> Left at business (With person in charge or in receptacle for deliveries.) <input type="checkbox"/> Left at home (With person of suitable age and discretion residing there.)		
	<input type="checkbox"/> Mail <input type="checkbox"/> Hand Delivery <input type="checkbox"/> E-filed <input type="checkbox"/> Email <input type="checkbox"/> Left at business (With person in charge or in receptacle for deliveries.) <input type="checkbox"/> Left at home (With person of suitable age and discretion residing there.)		
	<input type="checkbox"/> Mail <input type="checkbox"/> Hand Delivery <input type="checkbox"/> E-filed <input type="checkbox"/> Email <input type="checkbox"/> Left at business (With person in charge or in receptacle for deliveries.) <input type="checkbox"/> Left at home (With person of suitable age and discretion residing there.)		

Date

Signature ► _____

Printed Name _____

Name

Address

City, State, Zip

Phone

Email

Check your email. You will receive information and documents at this email address.

I am ☐ Plaintiff/Petitioner ☐ Defendant/Respondent
☐ Plaintiff/Petitioner's Attorney ☐ Defendant/Respondent's Attorney
(_____ (state) Bar #: _____)

In the District Court of Utah

_____ Judicial District _____ County

Court Address _____

Plaintiff/Petitioner

v.

Defendant/Respondent

**Notice of Deposition and Request
for Subpoena in Case Pending Out
of State**

Case Number

Judge

Commissioner (domestic cases)

You must attach the following records and forms if they are not already on file with the court.

- Proposed Utah subpoena and all required supporting records and forms.
- Commission to examine witnesses, letters rogatory, or other proof of authority to conduct depositions (if issued by the state in which the action is pending).

1. The above entitled case is pending in the _____ court
of _____ (county and state),
case number _____.

2. I am authorized under the laws of that state to conduct depositions in this case.

3. I have completed and I request that the clerk issue a subpoena for the following people to appear for deposition as indicated.

Name of deponent			
Address of deponent (for service)			
Date of deposition		Time of deposition	
Location of deposition (full address including any suite number)			

Name of deponent			
Address of deponent (for service)			
Date of deposition		Time of deposition	
Location of deposition (full address including any suite number)			

Name of deponent			
Address of deponent (for service)			
Date of deposition		Time of deposition	
Location of deposition (full address including any suite number)			

Name of deponent			
Address of deponent (for service)			
Date of deposition		Time of deposition	
Location of deposition (full address including any suite number)			

4. I ask the clerk to send the subpoena(s) to:

[] me at the address above.

[] the sheriff or constable of the county to complete service.

[] _____ (name) to complete service.

_____ (address)

_____ (city, state, zip)

I declare under criminal penalty under the law of Utah that everything stated in this document is true.

Signed at _____ (city, and state or country).

_____	Signature ►	_____
Date	Printed Name	_____

Certificate of Service

I certify that I filed with the court and am serving a copy of this Notice of Deposition and Request for Subpoena in Case Pending Out of State on the following people.

Person's Name	Service Method	Service Address	Service Date
	<input type="checkbox"/> Mail <input type="checkbox"/> Hand Delivery <input type="checkbox"/> E-filed <input type="checkbox"/> Email <input type="checkbox"/> Left at business (With person in charge or in receptacle for deliveries.) <input type="checkbox"/> Left at home (With person of suitable age and discretion residing there.)		
	<input type="checkbox"/> Mail <input type="checkbox"/> Hand Delivery <input type="checkbox"/> E-filed <input type="checkbox"/> Email <input type="checkbox"/> Left at business (With person in charge or in receptacle for deliveries.) <input type="checkbox"/> Left at home (With person of suitable age and discretion residing there.)		
	<input type="checkbox"/> Mail <input type="checkbox"/> Hand Delivery <input type="checkbox"/> E-filed <input type="checkbox"/> Email <input type="checkbox"/> Left at business (With person in charge or in receptacle for deliveries.) <input type="checkbox"/> Left at home (With person of suitable age and discretion residing there.)		

Date

Signature ► _____
Printed Name _____

Name

Address

City, State, Zip

Phone

Email

Check your email. You will receive information and documents at this email address.

I am ☐ Petitioner ☐ Respondent
☐ Petitioner's Attorney ☐ Respondent's Attorney (Utah Bar #: _____)
☐ Petitioner's Licensed Paralegal Practitioner
☐ Respondent's Licensed Paralegal Practitioner (Utah Bar #: _____)

In the District Court of Utah

_____ Judicial District _____ County

Court Address _____

Petitioner

v.

Respondent

Motion for Temporary Order – With Children

☐ **Hearing Requested**

Case Number

Judge

Commissioner

I ask the court to enter temporary orders in the paragraphs I have marked below.

1. ☐ **Minor children Children** (including unborn, minor and adult incapacitated children)

The petitioner and the respondent are the parents of the following **minor** children:
(Add additional pages if needed.)

Child's name (first, middle and last)	Month and year of birth	Type of child
Example: Jennie Eliza Jones	January 2017	<input type="checkbox"/> Unborn <input checked="" type="checkbox"/> Minor <input type="checkbox"/> Adult incapacitated
		<input type="checkbox"/> Unborn <input type="checkbox"/> Minor <input type="checkbox"/> Adult incapacitated
		<input type="checkbox"/> Unborn <input type="checkbox"/> Minor <input type="checkbox"/> Adult incapacitated
		<input type="checkbox"/> Unborn <input type="checkbox"/> Minor <input type="checkbox"/> Adult incapacitated
		<input type="checkbox"/> Unborn <input type="checkbox"/> Minor <input type="checkbox"/> Adult incapacitated
		<input type="checkbox"/> Unborn <input type="checkbox"/> Minor <input type="checkbox"/> Adult incapacitated

The **minor** children have lived at the addresses listed below and with the persons listed below for the past five years: (Add additional pages if needed.)

Child's name	Address (street, city, state, ZIP)	Dates child lived at this address	Name(s) of person(s) who lived with child at this address	Relationship(s) to child
Example: Jennie Jones	123 Maple St Mayberry, UT 84444	5/15/15 to present	Jane Doe, John Jones	Mother, maternal grandfather

2. ☐ Child custody

All orders involving minor children will include two types of custody: physical custody and legal custody.

Physical custody deals with where the children live and how many overnights the children spend with each parent.

Sole physical custody means that the children live primarily with one parent and have parent time (visitation) with the other parent (see parent-time options in Section 3).

Joint physical custody means that the children typically spend at least 30% of overnights with both parents each year and that both parents contribute to the expenses of the child in

addition to paying child support.

Split physical custody means that where there is more than one child, each parent is awarded sole physical custody of at least one of the children.

Legal custody deals with access to information and decision making.

Sole legal custody means that one parent has the right to make important decisions about the child.

Joint legal custody means that both parents: (1) have the right to information about the child (events, appointments, access to school and medical records, etc.); and (2) that both parents discuss and make major decisions together – (education, religion, medical, extra-curricular activities, etc.) but designate a parent to make the final decision if they cannot agree.

I ask the court to order temporary custody below (Choose one. If you ask for any joint legal custody or joint physical custody arrangement, you must file or attach a Parenting Plan based on Utah Code 30-3-10.7 to 30-3-10.10.):

☐ Custody arrangement: (Add additional pages if needed.)

Child's name	Month and year of birth	Order physical custody to	Order legal custody to
Example: Jennie Jones	January 2013	<input type="checkbox"/> Petitioner <input checked="" type="checkbox"/> Respondent <input type="checkbox"/> Joint physical	<input type="checkbox"/> Petitioner <input checked="" type="checkbox"/> Respondent <input type="checkbox"/> Joint legal
		<input type="checkbox"/> Petitioner <input type="checkbox"/> Respondent <input type="checkbox"/> Joint physical	<input type="checkbox"/> Petitioner <input type="checkbox"/> Respondent <input type="checkbox"/> Joint legal
		<input type="checkbox"/> Petitioner <input type="checkbox"/> Respondent <input type="checkbox"/> Joint physical	<input type="checkbox"/> Petitioner <input type="checkbox"/> Respondent <input type="checkbox"/> Joint legal
		<input type="checkbox"/> Petitioner <input type="checkbox"/> Respondent <input type="checkbox"/> Joint physical	<input type="checkbox"/> Petitioner <input type="checkbox"/> Respondent <input type="checkbox"/> Joint legal
		<input type="checkbox"/> Petitioner <input type="checkbox"/> Respondent <input type="checkbox"/> Joint physical	<input type="checkbox"/> Petitioner <input type="checkbox"/> Respondent <input type="checkbox"/> Joint legal
		<input type="checkbox"/> Petitioner <input type="checkbox"/> Respondent <input type="checkbox"/> Joint physical	<input type="checkbox"/> Petitioner <input type="checkbox"/> Respondent <input type="checkbox"/> Joint legal

☐ Other custody arrangement (Describe in detail.):

I ask the court to order the custody arrangement I have marked above because:

3. **[] Parent-time**

I ask the court to order temporary parent-time below (Choose one.):

☐ Statutory parent-time schedule: (Choose all that apply. You can find the Utah Code at le.utah.gov/xcode/code.html. Print and attach a copy of the statute(s) for the option(s) you choose.)

☐ Children under 5 (Utah Code 30-3-35.5)

☐ Children 5-18 (Utah Code 30-3-35)

☐ Children 5-18 (expanded schedule) (Utah Code 30-3-35.1)

☐ Parent-time described in the filed or attached Parenting Plan.

☐ Other parent-time schedule: (Describe in detail.)

I ask the court to order the parent-time schedule I chose above because:

4. ☐ **Parent-time transfers**

I ask the court to order transfer (pick-up and drop-off) of the children for parent-time described below (Choose one.):

☐ Order transfer of the children for parent-time described in the filed or attached Parenting Plan.

☐ Order transfer at **beginning** of parent-time with

☐ petitioner

☐ respondent

☐ other adult (Name) _____

transferring the children at this address:

and transfer at **end** of parent-time with

☐ petitioner

☐ respondent

☐ other adult (Name) _____

transferring the children at this address:

☐ Order curbside transfers (The parent/person picking up or dropping off the children does not leave the vehicle and the other parent/person does not leave the residence).

☐ Other transfer arrangements (Describe in detail.):

I ask the court to order the transfer arrangement I chose above because:

5. ☐ **Communication between parties**

I ask the court to order communication between the parties as described below
(Choose as many options as you want.):

☐ In person

☐ Phone

Petitioner's # _____ Respondent's # _____

☐ Text

Petitioner's # _____ Respondent's # _____

☐ Email

Petitioner's email address _____

Respondent's email address _____

☐ Through a third party

Name _____ Phone # _____

☐ Other method of communication: (Describe in detail.)

☐ Communications between the parties must be civil and respectful and limited to parent-time issues only.

☐ The parties must not make negative or harmful remarks about each other in the presence of the minor children, must not allow other people to do so and must remove the minor children if anyone makes negative remarks about the other party.

☐ The parties must not discuss this case in the presence of the minor children, must not allow other people to do so and must remove the minor children if anyone discusses the case in the presence of the minor children.

☐ The parties must not harm or threaten to harm the other parent or the minor children and must not allow other people to do so and must remove the minor children if anyone harms or threatens harm to the other parent or minor children.

6. ☐ **Child support**

I ask the court to order child support based on the parties' incomes or estimate of income based on ability or work history.

- a. Petitioner's total countable gross monthly income for child support purposes is \$_____ (Utah Code 78B-12-203).

This income is from these sources:

_____.

- ☐ The court should consider petitioner's income to be \$_____ based on (Choose one.):

☐ minimum wage.

☐ historical earnings.

- ☐ Petitioner does receive or has received public assistance.

- b. Respondent's total countable gross monthly income for child support purposes is \$_____ (Utah Code 78B-12-203).

This income is from these sources:

_____.

- ☐ The court should consider respondent's income to be \$_____ based on (Choose one.):

☐ minimum wage.

☐ historical earnings.

- ☐ Respondent does receive or has received public assistance.

- c. Order ☐ petitioner ☐ respondent to pay \$_____ per month for child support. The following child support worksheet is filed or attached (Choose one.):

☐ sole physical custody worksheet

☐ joint physical custody worksheet

☐ split custody worksheet

(Choose one.)

☐ This amount is based on the Uniform Child Support Guidelines (Utah Code 78B-12-2).

☐ This amount is **not** based on the Uniform Child Support Guidelines and I am asking for a different amount because (Choose one.):

☐ the guidelines are unjust.

☐ the guidelines are inappropriate.

☐ the guidelines amount is not in the best interest of the **child/ren**
children.

(Utah Code 78B-12-202 and 210.)

Explain your choice:

d. Effective date (Choose one.):

☐ The child support is effective upon entry of this order.

OR

☐ The child support is effective as of this date: _____.

e. Child support will be paid as follows (Choose one.):

☐ Mandatory income withholding by the Office of Recovery Services.
Unless the Office of Recovery Services gives notice that payments will be sent elsewhere, all child support payments must be made to: Office of Recovery Services, PO Box 45011, Salt Lake City, UT 84145

OR

☐ Direct payments to the parent receiving child support by:

☐ Check

☐ Deposit in bank account

☐ Cashier's check or money order

☐ Other: _____

I ask for direct payment because (Utah Code 62A-11-404):

f. I ask that child support payments be made (Choose one.):

☐ One-half on or before the 5th day of each month, and one-half on or before the 20th day of each month.

OR

☐ Other payment arrangement:

- g. Child support not paid on or before the due date is delinquent on the day after the due date.
- h. Child support arrearages will be determined by further judicial or administrative process. Any federal or state tax refund or rebate due to the non-custodial parent will be intercepted by the state of Utah and applied to child support arrearages.

7. ☐ **Child care expenses**

I ask the court to order that both parties share equally the reasonable child care expenses related to the custodial parent's work or occupational training.

The parent who pays child care expenses must **immediately** provide to the other parent written verification of the cost of the child care expenses and the identity of the child care provider when hired, within 30 calendar days after a change in the provider or the expense, and anytime upon the request of the other parent.

If the parent who pays child care expenses fails to provide written verification of child care above, that parent may be denied the right to recover or receive credit for the other parent's one-half share of the child care expense.

The other parent must begin paying one-half the child care amount on a monthly basis **immediately** after receiving proof from the parent that pays the child care expense.

☐ Other request for child care payment:

8. ☐ **Health insurance, medical and dental expenses**

Our minor children currently have health insurance coverage through:

- ☐ Petitioner's insurance
- ☐ Respondent's insurance

- ☐ Medicaid
- ☐ CHIP
- ☐ Other: _____
- ☐ Not covered by insurance

- ☐ I ask the court to order that ☐ petitioner ☐ respondent maintain health insurance for our minor children. Both parties must share equally:
- a. the cost of the premium paid by a parent for the children's portion of the insurance. The children's portion of the premium will be calculated by dividing the premium amount by the number of people covered by the policy and multiplying the result by the number of minor children of the parties; and
 - b. all reasonable and necessary uninsured medical and dental expenses incurred for the children and paid by a parent, including deductibles and co-payments.

The parent ordered to maintain insurance must provide written verification of coverage to the other parent or the Office of Recovery Services when the children are first enrolled, on or before January 2nd of each calendar year and upon any change of insurance carrier, premium, or benefits within 30 calendar days after the date that parent knew or should have known of the change.

If the parent ordered to maintain insurance fails to provide written verification of coverage to the other parent or to the Office of Recovery Services, or if the parent incurring medical expenses fails to provide written verification of the cost and payment of the expenses to the other parent **within 30 days of payment**, that parent may be denied the right to receive credit for the expenses or to recover the other parent's share of the expenses.

The parent receiving written verification will reimburse the parent who incurred the medical or dental expenses one-half of the amount **within 30 days after receiving the written verification**.

I ask for this order because (Choose all that apply.):

- ☐ the insurance is available to ☐ petitioner ☐ respondent;
- ☐ the cost of the insurance is reasonable
- ☐ the custodial parent prefers this arrangement.
- ☐ Other reasons:

☐ I ask for these additional orders regarding health insurance and medical and dental expenses:

9. ☐ **Tax exemptions for dependent children**

I ask the court to order tax exemptions for the ~~minor~~ **dependent** children for tax year _____, as follows:

Child's name	Month and year of birth	Parent who may claim exemption
		<input type="checkbox"/> Petitioner <input type="checkbox"/> Respondent
		<input type="checkbox"/> Petitioner <input type="checkbox"/> Respondent
		<input type="checkbox"/> Petitioner <input type="checkbox"/> Respondent
		<input type="checkbox"/> Petitioner <input type="checkbox"/> Respondent
		<input type="checkbox"/> Petitioner <input type="checkbox"/> Respondent

☐ Other: _____

10. ☐ **Payment of bills and debts**

I ask the court to order payment of bills and debts (such as mortgage, rent, credit card, utilities, medical expenses, car payments, insurance, etc.) as follows (File or attach Financial Declaration. Add additional pages if needed.):

☐ Petitioner to pay:

Type of debt	Name of creditor	Last 4 digits of account no.	Total amount owed	Monthly amount owed
			\$	\$
			\$	\$
			\$	\$

☐ Respondent to pay:

Type of debt	Name of creditor	Last 4 digits of account no.	Total amount owed	Monthly amount owed
			\$	\$
			\$	\$
			\$	\$

The bills and debts should be paid as requested because:

11. ☐ **Property**

I ask the court to order the temporary use and possession of the following property (File or attach Financial Declaration. File or attach additional pages if needed.):

☐ To petitioner

☐ Residence (Address): _____

☐ Vehicle(s) (Make/model/year): _____

☐ Personal property items:

☐ Other: _____

☐ To respondent

☐ Residence (Address): _____

☐ Vehicle(s) (Make/model/year): _____

☐ Personal property items:

☐ Other: _____

☐ I ask the court to order that neither party sell, transfer or dispose of any property without a court order or written agreement signed by both parties.

I ask for this property order because:

12. ☐ **Temporary alimony** (Divorce cases only. (Utah Code 30-3-5(8)).)

I am unable to meet my own financial needs, and I ask the court to order temporary alimony as follows (File or attach Financial Declaration.):

☐ petitioner ☐ respondent shall pay to ☐ petitioner ☐ respondent temporary alimony in the amount of \$ _____ per month by:
(Choose one.):

☐ Check

☐ Deposit in bank account

☐ Cashier's check or money order

☐ Other: _____

☐ Petitioner ☐ Respondent needs temporary alimony because :

☐ Petitioner ☐ Respondent has the financial ability to pay temporary alimony because:

13. ☐ **Attorney fees**

I ask the court to order the other party to pay \$_____ to my attorney. (You can only ask for this if you are paying an attorney to represent you in this case. You must file or attach a Financial Declaration.)

I ask for attorney fees because:

14. ☐ **Other**

I ask the court for these additional orders:

I ask for these additional orders because:

15. **Documents**

I have filed or attached the following documents in support of this Motion for Temporary Order (Check all that apply. Forms can be found at www.utcourts.gov):

- ☐ Parenting Plan (Utah Code 30-3-10.7 to 30-3-10.10)
- ☐ Parent time Schedule (Utah Code 30-3-35; 30-3-35.5; 30-3-35.1)
- ☐ Child Support Obligation Worksheet (Utah Code 78B-12)
- ☐ Financial Declaration (Utah Rule of Civil Procedure 26.1)
- ☐ Income verification (Most recent tax return and pay stub)

[] Other supporting documents: _____

Plaintiff/Petitioner or Defendant/Respondent

I declare under criminal penalty under the law of Utah that everything stated in this document is true.

Signed at _____ (city, and state or country).

_____	Signature ►	_____
Date	Printed Name	_____

Attorney or Licensed Paralegal Practitioner of record (if applicable)

_____	Signature ►	_____
Date	Printed Name	_____

Certificate of Service

I certify that I filed with the court and am serving a copy of this Motion for Temporary Order – With Children on the following people.

Person's Name	Service Method	Service Address	Service Date
	<input type="checkbox"/> Mail <input type="checkbox"/> Hand Delivery <input type="checkbox"/> E-filed <input type="checkbox"/> Email <input type="checkbox"/> Left at business (With person in charge or in receptacle for deliveries.) <input type="checkbox"/> Left at home (With person of suitable age and discretion residing there.)		
	<input type="checkbox"/> Mail <input type="checkbox"/> Hand Delivery <input type="checkbox"/> E-filed <input type="checkbox"/> Email <input type="checkbox"/> Left at business (With person in charge or in receptacle for deliveries.) <input type="checkbox"/> Left at home (With person of suitable age and discretion residing there.)		
	<input type="checkbox"/> Mail <input type="checkbox"/> Hand Delivery <input type="checkbox"/> E-filed <input type="checkbox"/> Email <input type="checkbox"/> Left at business (With person in charge or in receptacle for deliveries.) <input type="checkbox"/> Left at home (With person of suitable age and discretion residing there.)		

 Date

 Signature ►

 Printed Name

Name

Address

City, State, Zip

Phone

Email

Check your email. You will receive information and documents at this email address.

In the District Court of Utah

_____ Judicial District _____ County

Court Address _____

<p>_____</p> <p>Petitioner</p> <p>v.</p> <p>_____</p> <p>Respondent</p>	<p>Order on Motion for Temporary Order – With Children</p> <p>_____</p> <p>Case Number</p> <p>_____</p> <p>Judge</p> <p>_____</p> <p>Commissioner (domestic cases)</p>
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The matter before the court is a Motion for Temporary Order. This matter is being resolved by: (Choose all that apply.)

- ☐ The default of ☐ petitioner ☐ respondent.
 - ☐ The stipulation of the parties.
 - ☐ The pleadings and other papers of the parties.
 - ☐ A hearing held on _____ (date), notice of which was served on all parties.
- Petitioner
- ☐ was ☐ was not present
- ☐ was represented by _____

☐ was not represented.

Respondent

☐ was ☐ was not present

☐ was represented by _____

☐ was not represented.

The court orders:

1. ☐ **Child custody**

☐ Custody arrangement:

Child's name	Month and year of birth	Physical custody to	Legal custody to
		<input type="checkbox"/> Petitioner <input type="checkbox"/> Respondent <input type="checkbox"/> Joint physical	<input type="checkbox"/> Petitioner <input type="checkbox"/> Respondent <input type="checkbox"/> Joint legal
		<input type="checkbox"/> Petitioner <input type="checkbox"/> Respondent <input type="checkbox"/> Joint physical	<input type="checkbox"/> Petitioner <input type="checkbox"/> Respondent <input type="checkbox"/> Joint legal
		<input type="checkbox"/> Petitioner <input type="checkbox"/> Respondent <input type="checkbox"/> Joint physical	<input type="checkbox"/> Petitioner <input type="checkbox"/> Respondent <input type="checkbox"/> Joint legal
		<input type="checkbox"/> Petitioner <input type="checkbox"/> Respondent <input type="checkbox"/> Joint physical	<input type="checkbox"/> Petitioner <input type="checkbox"/> Respondent <input type="checkbox"/> Joint legal
		<input type="checkbox"/> Petitioner <input type="checkbox"/> Respondent <input type="checkbox"/> Joint physical	<input type="checkbox"/> Petitioner <input type="checkbox"/> Respondent <input type="checkbox"/> Joint legal

☐ Other custody arrangement (Describe in detail.):

2. ☐ **Parent-time** (Choose one.):

☐ Statutory parent-time schedule:

☐ Children 5-18 (Utah Code 30-3-35)

☐ Children under 5 (Utah Code 30-3-35.5)

☐ Children 5-18 (expanded schedule) (Utah Code 30-3-35.1)

☐ Parent-time described in the filed or attached Parenting Plan.

☐ Other parent-time schedule: (Describe in detail.)

3. ☐ **Parent-time transfers** (Choose one.):

☐ Transfer of the children for parent-time described in the filed or attached Parenting Plan.

☐ Transfer at **beginning** of parent-time with

☐ petitioner

☐ respondent

☐ other adult (Name) _____

transferring the children at this address:

and transfer at **end** of parent-time with

☐ petitioner

☐ respondent

☐ other adult (Name) _____

transferring the children at this address:

☐ Curbside transfers (The parent/person picking up or dropping off the children does not leave the vehicle and the other parent/person does not leave the residence).

☐ Other transfer arrangements (Describe in detail.):

4. ☐ **Communication between parties** (Choose all that apply.):

☐ In person

☐ Phone

Petitioner's # _____ Respondent's # _____

☐ Text

Petitioner's # _____ Respondent's # _____

☐ Email

Petitioner's email address _____

Respondent's email address _____

☐ Through a third party

Name _____ Phone # _____

☐ Other method of communication: (Describe in detail.)

☐ Communications between the parties must be civil and respectful and limited to parent-time issues only.

☐ The parties must not make negative or harmful remarks about each other in the presence of the **minor** children, must not allow other people to do so and must remove the **minor** children if anyone makes negative remarks about the other party.

☐ The parties must not discuss this case in the presence of the **minor** children, must not allow other people to do so and must remove the **minor** children if anyone discusses the case in the presence of the **minor** children.

☐ The parties must not harm or threaten to harm the other parent or the **minor** children and must not allow other people to do so and must remove the **minor** children if anyone harms or threatens harm to the other parent or **minor** children.

5. ☐ **Child support**

- a. Petitioner's total countable gross monthly income for child support purposes is \$_____ (Utah Code 78B-12-203).
- ☐ Petitioner's income is imputed based on
- ☐ minimum wage.
- ☐ historical earnings.
- ☐ Petitioner does receive or has received public assistance.
- b. Respondent's total countable gross monthly income for child support purposes is \$_____ (Utah Code 78B-12-203).
- ☐ Respondent's income is imputed based on
- ☐ minimum wage.
- ☐ historical earnings.
- ☐ Respondent does receive or has received public assistance.
- c. ☐ Petitioner ☐ Respondent must pay \$_____ per month for child support. The following child support worksheet is attached (Choose one.):
- ☐ sole physical custody worksheet
- ☐ joint physical custody worksheet
- ☐ split custody worksheet
- (Choose one.)
- ☐ This amount is based on the Uniform Child Support Guidelines (Utah Code 78B-12-2).
- ☐ This amount deviates from the Uniform Child Support Guidelines. The court finds that a deviated child support amount is in the best interests of the ~~minor~~ children based on:
- ☐ the standard of living and situation of the parties.
- ☐ the relative wealth and income of the parties.
- ☐ the ability of the obligor to earn.
- ☐ the ability of the obligee to earn.
- ☐ the ability of an incapacitated adult child to earn, or other benefits received by the adult child or on the adult child's behalf including Supplemental Security Income.

- ☐ the needs of the obligee, the obligor, and the child.
- ☐ the ages of the parties.
- ☐ the responsibilities of the obligor and the obligee for the support of others.
- ☐ other. (Describe.):

The reason for the deviated child support amount is:

_____.

d. Effective date (Choose one.):

- ☐ The child support will be effective upon entry of this order.

OR

- ☐ The child support will be effective as of this date: _____.

e. Child support must be paid as follows (Choose one.):

- ☐ Mandatory income withholding by the Office of Recovery Services.
Unless the Office of Recovery Services gives notice that payments should be sent elsewhere, all child support payments must be made to: Office of Recovery Services, PO Box 45011, Salt Lake City, UT 84145

OR

- ☐ Direct payments to the parent receiving child support by:

- ☐ Check

- ☐ Deposit in bank account

- ☐ Cashier's check or money order

- ☐ Other: _____

f. Child support payments must be made (Choose one.):

- ☐ One-half on or before the 5th day of each month, and one-half on or before the 20th day of each month.

OR

☐ Other payment arrangement:

- g. Child support not paid on or before the due date is delinquent on the day after the due date.
- h. Child support arrearages will be determined by further judicial or administrative process. Any federal or state tax refund or rebate due to the non-custodial parent will be intercepted by the state of Utah and applied to child support arrearages.

6. ☐ **Child care expenses**

Both parties must share equally the reasonable child care expenses related to the custodial parent's work or occupational training.

The parent who pays child care expenses must **immediately** provide to the other parent written verification of the cost of the child care expenses and the identity of the child care provider when hired, within 30 calendar days after a change in the provider or the expense, and anytime upon the request of the other parent.

If the parent who pays child care expenses fails to provide written verification of child care above, that parent may be denied the right to recover or receive credit for the other parent's one-half share of the child care expense.

The other parent must begin paying one-half the child care amount on a monthly basis **immediately** after receiving proof from the parent that pays the child care expense.

☐ Other order for child care payment:

7. ☐ **Health insurance, medical and dental expenses**

The minor children currently have health insurance coverage through:

- ☐ Petitioner's insurance
- ☐ Respondent's insurance
- ☐ Medicaid
- ☐ CHIP

☐ Other: _____

☐ Not covered by insurance

☐ ☐ Petitioner ☐ Respondent must maintain health insurance for the minor children if it is available to that parent at a reasonable cost. Both parties must share equally:

- a. the cost of the premium paid by a parent for the children's portion of the insurance. The children's portion of the premium will be calculated by dividing the premium amount by the number of people covered by the policy and multiplying the result by the number of minor children of the parties; and
- b. all reasonable and necessary uninsured medical and dental expenses incurred for the children and paid by a parent, including deductibles and co-payments.

The parent ordered to maintain insurance must provide written verification of coverage to the other parent or the Office of Recovery Services when the children are first enrolled, on or before January 2nd of each calendar year and upon any change of insurance carrier, premium, or benefits within 30 calendar days after the date that parent knew or should have known of the change.

If the parent ordered to maintain insurance fails to provide written verification of coverage to the other parent or to the Office of Recovery Services, or if the parent incurring medical expenses fails to provide written verification of the cost and payment of the expenses to the other parent **within 30 days of payment**, that parent may be denied the right to receive credit for the expenses or to recover the other parent's share of the expenses.

The parent receiving written verification must reimburse the parent who incurred the medical or dental expenses one-half of the amount **within 30 days after receiving the written verification**.

8. ☐ **Tax exemptions for dependent children**

Tax exemptions for the **minor dependent** children for tax year _____ is ordered as follows:

Child's name	Month and year of birth	Parent who may claim exemption
		<input type="checkbox"/> Petitioner <input type="checkbox"/> Respondent

		<input type="checkbox"/> Petitioner <input type="checkbox"/> Respondent
		<input type="checkbox"/> Petitioner <input type="checkbox"/> Respondent
		<input type="checkbox"/> Petitioner <input type="checkbox"/> Respondent
		<input type="checkbox"/> Petitioner <input type="checkbox"/> Respondent

☐ Other: _____

9. ☐ **Payment of bills and debts**

☐ Petitioner must make at least minimum payments on:

Type of debt	Name of creditor	Last 4 digits of account no.	Total amount owed	Monthly amount owed
			\$	\$
			\$	\$
			\$	\$

☐ Respondent must make at least minimum payments on:

Type of debt	Name of creditor	Last 4 digits of account no.	Total amount owed	Monthly amount owed
			\$	\$
			\$	\$
			\$	\$

10. ☐ **Property**

Temporary use and possession of property will be as follows:

☐ To petitioner

☐ Residence (Address): _____

☐ Vehicle(s) (Make/model/year): _____

☐ Personal property items:

☐ Other: _____

☐ To respondent

☐ Residence (Address): _____

☐ Vehicle(s) (Make/model/year): _____

☐ Personal property items:

☐ Other: _____

☐ Neither party may sell, transfer or dispose of any property without a court order or written agreement signed by both parties.

11. ☐ **Temporary alimony** (Divorce cases only. (Utah Code 30-3-5(8)).)

☐ Petitioner ☐ Respondent must pay to ☐ petitioner ☐ respondent temporary alimony in the amount of \$ _____ per month by:

(Choose one.):

☐ Check

☐ Deposit in bank account

☐ Cashier's check or money order

☐ Other: _____

12. ☐ **Attorney fees**

☐ Petitioner ☐ Respondent must pay \$ _____ to

☐ Petitioner's attorney

☐ Respondent's attorney

13. ☐ **Other orders**

Commissioner's or judge's signature may instead appear at the top of the first page of this document.

_____	Signature ►	_____
Date	Commissioner	_____
_____	Signature ►	_____
Date	Judge	_____

Approved as to form.

_____	Signature ►	_____
Date	Petitioner, Attorney or Licensed Paralegal Practitioner	_____
_____	Signature ►	_____
Date	Respondent, Attorney or Licensed Paralegal Practitioner	_____

Certificate of Service

I certify that I filed with the court and am serving a copy of this Order on Motion for Temporary Order – With Children on the following people.

Person's Name	Service Method	Service Address	Service Date
	<input type="checkbox"/> Mail <input type="checkbox"/> Hand Delivery <input type="checkbox"/> E-filed <input type="checkbox"/> Email <input type="checkbox"/> Left at business (With person in charge or in receptacle for deliveries.) <input type="checkbox"/> Left at home (With person of suitable age and discretion residing there.)		
	<input type="checkbox"/> Mail <input type="checkbox"/> Hand Delivery <input type="checkbox"/> E-filed <input type="checkbox"/> Email <input type="checkbox"/> Left at business (With person in charge or in receptacle for deliveries.) <input type="checkbox"/> Left at home (With person of suitable age and discretion residing there.)		
	<input type="checkbox"/> Mail <input type="checkbox"/> Hand Delivery <input type="checkbox"/> E-filed <input type="checkbox"/> Email <input type="checkbox"/> Left at business (With person in charge or in receptacle for deliveries.) <input type="checkbox"/> Left at home (With person of suitable age and discretion residing there.)		

Date

Signature ► _____

Printed Name _____

Name (currently used)

Address

City, State, Zip

Phone

Email

Check your email. You will receive information and documents at this email address.

I am ☐ Petitioner ☐ Petitioner's Attorney (Utah Bar #:_____)

In the District Court of Utah

_____ Judicial District _____ County

Court Address _____

In the Matter of the Name Change of:

Petition for Name Change
(Utah Code 42-1-1)

Petitioner (current legal name)

Case Number

Judge

1. I live in _____ County, Utah and have lived here since _____ (date), which is at least one year.

2. I was born on: _____ (date).

3. The name on my birth certificate is:

First name	
Middle name(s) (if any)	
Last Name	

4. I ask the court to order that my legal name be (proposed new name):

First name	
Middle name(s) (if any)	
Last Name	

5. I want to change my name because:

6. I do not know any reason why I should not be allowed to change my name.

7. Except for this petition, I am not involved in any court actions or proceedings.

8. I am not on probation or parole.

9. I am not on the Child Abuse Offender Registry. (Utah Code 77-43-105(7))

10. I am (Choose one.):

☐ not on the Sex and Kidnap Offender Registry.

☐ on the Sex and Kidnap Offender Registry. Changing my name is not against the public interest because (Explain.):

11. I am filing a Certification Regarding Offender Registry completed by the Utah Department of Corrections.

12. I am not changing my name to avoid creditors or anyone else with a claim against me.

13. My name change will not affect any right, title, or interest of anyone else, and I do not know of anyone else who should be notified of this petition.

I declare under criminal penalty under the law of Utah that everything stated in this document is true.

Signed at _____ (city, and state or country).

Date

Signature ► _____

Printed Name _____

Name (currently used)

Address

City, State, Zip

Phone

Email

Check your email. You will receive information and documents at this email address.

In the District Court of Utah

_____ Judicial District _____ County

Court Address _____

In the Matter of the Name Change of:

Petitioner (current legal name)

**Department of Corrections
Certification Regarding Sex and
Kidnap Offender and Child Abuse
Offender Registries – Adult**

Case Number

Judge

Petitioner's full name (first, middle and last)	Date of Birth (MM/DD/YYYY)	Driver license / state ID number and state of issuance

----- *This section to be completed by Offender Registration Program staff* -----

I certify that I searched Utah's Sex and Kidnap Offender Registry and Child Abuse Offender Registry for

_____ (name)
and the search results were:

Child Abuse Offender Registry

- ☐ Positive – the above-named person is on the Child Abuse Offender Registry.
☐ Negative – the above-named person is not on the Child Abuse Offender Registry.
☐ Other: _____

Sex and Kidnap Offender Registry

- ☐ Positive – the above-named person is on the Sex and Kidnap Offender Registry.
☐ Negative – the above-named person is not on the Sex and Kidnap Offender Registry.
☐ Other: _____

Date

Signature ► _____

Printed Name of Offender
Registration Program staff _____

Instructions

1. Complete the form. Leave the section that says "This section to be completed by Offender Registration Program staff" blank.
2. Address an envelope to yourself with your name and mailing address and put a stamp on it so that the completed form can be mailed back to you.
3. Mail the form and your self-addressed stamped envelope to:
Offender Registration Program
14717 Minuteman Drive
Draper, UT 84020
4. You must **mail** this form to the Offender Registration Program. They do not have an office open to the public.
5. The Offender Registration Program staff will fill out their section and will return the completed form to you using the envelope you provided.
6. Once the form is mailed back to you, file it with the court along with the rest of your paperwork.

Name

Address

City, State, Zip

Phone

Email

In the District Court of Utah

_____ Judicial District _____ County

Court Address _____

In the Matter of the Name Change of:

Petitioner

Order on Petition for Name Change

Case Number

Judge

1. Petitioner appeared in court on _____ (date).
2. Petitioner was born on: _____ (date).
3. The name on petitioner's birth certificate is:

First name	
Middle name(s) (if any)	
Last name	

The court finds:

4. ☐ All the notices required by law have been given.
5. Objections (Choose one.):
☐ No objections to the proposed name change were made.

☐ Objections to the proposed name change were made by:

6. ☐ The statements in the petition are accepted as true.

7. ☐ Other findings (if any):

The court concludes:

8. The requirements of Utah Code 42-1-1 through 42-1-3 (Choose one.):

☐ have been met.

☐ have not been met.

9. Petitioner (Choose one.):

☐ is not on the Child Abuse Offender Registry

☐ is on the Child Abuse Offender Registry.

10. Petitioner (Choose one.):

☐ is not on the Sex and Kidnap Offender Registry.

☐ is on the Sex and Kidnap Offender Registry, but granting the petition is not against the public interest (Utah Code 77-41-105(8)(a)).

11. The statements in the petition (Choose one.):

☐ are sufficient and the petition should be granted.

☐ are not sufficient and the petition should not be granted.

Having considered the documents filed with the court, the evidence and the arguments, and now being fully informed,

The court orders:

12. The Petition is

☐ granted ☐ denied

13. ☐ Petitioner's legal name is changed to:

First name	
Middle name(s) (if any)	
Last name	

Petitioner may use this new legal name from this date forward.

Judge's signature may instead appear at the top of the first page of this document.

	Signature ►	
Date	Judge	

Certificate of Service

I certify that I filed with the court and am serving a copy of this Order on Petition for Name Change on the following people.

(Only required if there were other interested parties in this case).

Person's Name	Service Method	Service Address	Service Date
(Interested party or attorney)	<input type="checkbox"/> Mail <input type="checkbox"/> Hand Delivery <input type="checkbox"/> E-filed <input type="checkbox"/> Email <input type="checkbox"/> Left at business (With person in charge or in receptacle for deliveries.) <input type="checkbox"/> Left at home (With person of suitable age and discretion residing there.)		
(Interested party or attorney)	<input type="checkbox"/> Mail <input type="checkbox"/> Hand Delivery <input type="checkbox"/> E-filed <input type="checkbox"/> Email <input type="checkbox"/> Left at business (With person in charge or in receptacle for deliveries.) <input type="checkbox"/> Left at home (With person of suitable age and discretion residing there.)		

Date

Signature ►

Printed Name

Name

Address

City, State, Zip

Phone

Email

I am ☐ Petitioner

☐ Petitioner's Attorney (Utah Bar #:_____)

In the District Court of Utah

_____ Judicial District _____ County

Court Address _____

In the Matter of the Name Change of:

Petitioner

**Notice of Hearing on Petition for
Name Change**

Case Number

Judge

1. I am the Petitioner in this case. I have asked the court to change my name from:

First name	
Middle name (if any)	
Last name	

to:

First name	
Middle name (if any)	

Last name	
-----------	--

A copy of my Petition for Name Change is attached.

2. The court has scheduled a hearing on this petition at the following date and time.

Date _____ Time _____ : _____ [] a.m. [] p.m.

Room _____ Judge _____

3. If you have any objections to this petition, file them in writing with the clerk of this court and mail a copy to me at the address at the top of this document.

Date

Sign here ► _____

Typed or Printed Name _____

Certificate of Service

I certify that I filed with the court and served a copy of this Motion on the following people.

Person's Name	Method of Service	Served at this Address	Served on this Date
	<input type="checkbox"/> Mail <input type="checkbox"/> Hand Delivery <input type="checkbox"/> E-filed <input type="checkbox"/> Email (Person agreed to service by email.) <input type="checkbox"/> Left at business (With person in charge or in receptacle for deliveries.) <input type="checkbox"/> Left at home (With person of suitable age and discretion residing there.)		
	<input type="checkbox"/> Mail <input type="checkbox"/> Hand Delivery <input type="checkbox"/> E-filed <input type="checkbox"/> Email (Person agreed to service by email.) <input type="checkbox"/> Left at business (With person in charge or in receptacle for deliveries.) <input type="checkbox"/> Left at home (With person of suitable age and discretion residing there.)		

Date

Signature ►

Printed Name